SLO Committee Meeting
MINUTES
Thursday, March 29, 2012
11:00 am – 12:00 pm

Meeting called to order at 11:04am.
Present: Todd Matosic, Mary-Jo Apigo, Kell Stone, Jawell Samilton, Adrienne Foster

- Review of minutes from prior meeting.
  Minutes were not available, and this item was tabled until the next meeting.

- Review of accreditation site team draft commendations and recommendations.
  The committee reviewed the language from the notes from the exit interview of the 6 college recommendations. The committee discussed the integration of all campus processes (Rec. #6) - should include SLOS, Program Review, Transfer and articulation, ECD (New Course Development, Course Changes, etc. In addition, Recommendations #1 and #5 are directly related to the charge of the committee. JUNE is when West will see the detailed recommendations. A confidential report will be sent to Nabil. Regarding recommendation #1, both “qualitative and quantitative” I mentioned; currently only surveys are being used. In Recommendation #5, the Fall 2012 proficiency date refers to October 2012. “Authentic assessment” is also mentioned, and the committee discussed a need "retraining" the faculty on writing and honing in on course-level SLOs. The SLO Coordinator is currently developing a work plan to address each recommendation related to SLOs and will share at the next meeting.

- SLO Committee Charge and Membership.
  The committee reviewed a draft a charge and membership. SLO/SAOs should have a "...specific emphasis on student success" to defray any confusion related to the interpretation of the process as being solely focused on operational outcomes. The charge was finalized, and approved, and recommended for approval at the Curriculum Committee.
• Sample rubrics for assessing ILOs/Implementation Plan. Todd shared a draft ILO Assessment Plan that included a timeline, rubric development, sample size, and assessments. The committee reviewed sample critical thinking rubrics and a rubric for developing a rubric. The samples will be used in developing a critical thinking rubric for West faculty and staff during ILO assessment. The committee discussed developing rubrics that will be flexible enough to be used for various types of assessments including observations, essay writing, or multiple-choice exams.

• Additional Items. Adrienne mentioned an item from the Curriculum Committee related to active courses in the ECD system that do not have a course outline. SLOs are assessed for only courses that are OFFERED (concentration) - not just active. Mary-Jo will check with Kathy and Kristina to see what courses these actually are. The committee also discussed the type of involvement the SLO Coordinator should have with faculty developing new courses. Adrienne will recommend the SLO Coordinator as Second in the ECD online approval process.

Adjournment at 12:07 pm.